

PROFORMA - 1

(As Per Rule 47 of PP Rules. 2004)

➤ **NAME OF THE ORGANIZATION/DEPT:**

Electronic Certification Accreditation Council, Islamabad.

➤ **FEDERAL / PROVINCIAL GOVT:**

Autonomous Body

➤ **TITLE OF CONTRACT:**

"Supply Of Office Stationery, Computer Related Accessories and Miscellaneous Consumable Items on Rate Running Contract Basis for The Financial Year 2021-22 to ECAC Islamabad"

➤ **TENDER NUMBER**

ECAC/STATIONERY/2021-22

➤ **BRIEF DESCRIPTION OF CONTRACT:**

Supply of office stationery, computer-related accessories, and miscellaneous consumable items on a rate running contract basis for the financial year 2021-2022."

➤ **TENDER VALUE:** Frame agreement on unit rate with cost upto Rs-1.5 Million.

➤ **ENGINEER'S ESTIMATE:** N/A

➤ **ESTIMATED COMPLETION PERIOD:** 1 Year

➤ **WHETHER THE PROCUREMENT WAS INCLUDED IN ANNUAL PROCUREMENT PLAN?**

Yes

➤ **ADVERTISEMENT:**

(i) PPRA Website: Yes (PPRA Ref No. TS472252E ; Dated: 9 Feb, 2022)

(ii) News Papers: No

➤ **TENDER OPENED ON (DATE & TIME):** 24 - 02 - 2022

➤ **NATURE OF PURCHASE:** Local

➤ **EXTENSION IN DUE DATE (If any):** No

16 ecac Islamabad | 4305

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(As Per Rule 47 of Rules. 2004)

➤ **NUMBER OF BIDDERS PRESENT AT THE TIME OF OPENING OF BIDS: 04 (Four)**

1. Capital Stationers
2. Attique Traders
3. F & J Solutions
4. Hussain Enterprises

➤ **NAME AND ADDRESS OF THE SUCCESSFUL BIDDER:**

Sr.	Name	Address
1	Capital Stationers	Room #6, 2 nd Floor, Block #21, Civic Centre, Near G.P.O. Islamabad.
2	Hussain Enterprises	Shop No. 455/2-14, Shaheen Market, Bakery Road, Saddar Rawalpindi
3	Attique Traders	Sector i9/2, Street No. 12. Plot No. 52, Warehouse No. 5, Islamabad.

➤ **RANKING OF SUCCESSFUL BIDDER IN EVALUATION REPORT (i.e. 1st, 2nd, 3rd EVALUATED BID).**

1. Hussain Enterprises
2. Capital Stationers
3. Attique Traders

➤ **NEED ANALYSIS (Why the procurement was necessary?)**

For the smooth running of operations, purchase of Stationery, misc./computer consumable items.

➤ **IN CASE EXTENSION WAS MADE IN RESPONSE TIME, WHAT WERE THE REASONS (Briefly describe)**

N/A

➤ **WHETHER NAMES OF THE BIDDERS AND THEIR PRICES WERE READ OUT AT THE TIME OF OPENING OF BIDS: YES**

➤ **DATE OF CONTRACT SIGNING: 18/19-05-2022(COPY OF AGREEMENT ATTACHED AT ANNEXURE - B/C/D)**

➤ **CONTRACT AWARD PRICE: N/A**

➤ **WHETHER COPY OF EVALUATION REPORT GIVEN TO ALL BIDDERS: No**

- ANY COMPLAINTS RECEIVED: NO
- ANY DEVIATION FROM SPECIFICATIONS GIVEN IN THE TENDER NOTICE
/DOCUMENTS: NO
- DEVIATION FROM QUALIFICATION CRITERIA: NO
- SPECIAL CONDITIONS: N/A

TENDER OPENING/EVALUATION COMMITTEE REPORT

SUPPLY OF OFFICE STATIONERY, COMPUTER RELATED ACCESSORIES AND MISCELLANEOUS CONSUMABLE ITEMS ON RATE RUNNING CONTRACT BASIS FOR THE FINANCIAL YEAR 2021-22 TO ECAC ISLAMABAD

Tender Notice No. ECAC/Stationery/2021-22

1. Tender for "Supply of Office Stationery, Computer related accessories and Miscellaneous Consumable items on rate running contract basis for the Financial Year 2021-22 to ECAC Islamabad" for a period of one year, was uploaded on PPRA & ECAC websites on 09-02-2022 with the opening date of 24-02-2022. Five (05) firms collected the tender document however all bidders participated in the tender opening and submitted their bids except Sha Enterprises as under: -

S.No.	Name of Firm	Participation	
		Yes	No
1.	M/s Hussain Enterprises	√	
2.	M/s Capital Stationers	√	
3.	M/s Attique Traders	√	
4	M/s F & J Solutions	√	
5	M/s Sha Enterprises		X

2. Clause # 2 of floated RFT stipulates evaluation of eligibility criterion prior to technical & commercial evaluation. As M/S Sha has not submitted the required documents, therefore has been declared as disqualified.
3. As per clause-11.5 of the floated RFT, bids have been evaluated on "item wise" basis. It is pertinent to mention here that M/s Hussain Enterprises has quoted lowest rates for 130 items, Capital Traders has quoted lowest rates for 52 items, Attique Traders has quoted lowest rates for 16 items and F&J has quoted lowest rate only for 1 item. Summary of quoted items as under:


S#	Name of Firm	Item wise	Annexure
1.	M/s Hussain Enterprises	130	Annex - B
2.	M/s Capital Stationers	52	Annex - C
3.	M/s Attique Traders	16	Annex - D
4	M/s F & J Solutions	1	Annex - E


4. As specified in clause 8, F&J Solutions did not submit the sample. The other samples of the vendors tested were found to be satisfactory, except for four Computer/Printer items from Capital Stationers, serial no. 4, 5, 6 & 7, for two Computer Consumable items from Capital Stationers 37 and 38, and for one Consumable item from Capital Stationers, serial no. 112. As a result, F&J has been disqualified, and the remaining computer/printer items from other vendors were evaluated and awarded to Hussain Enterprises based on provided samples. Summary of updated and finalized items is as under:


S#	Name of Firm	Item wise	Annexure
1.	M/s Hussain Enterprises	138	Annex - G
2.	M/s Capital Stationers	45	Annex - H
3.	M/s Attique Traders	16	Annex - D

5. In view of the above, committee recommends:

"Committee recommends award of tender to the three item wise lowest evaluated bidders. M/s Hussain Enterprises, M/s Capital Stationers and M/s Attique Traders for the items at Annex-G, Annex-H and Annex-D respectively on a rate running contract basis for a period of one year".


18/03/2022
Director Accreditation
(ECAC)


18/03/2022
IT Security Auditor
(ECAC)


18/3/2022
Database Admin
(ECAC)